

Team Manager Update

April 2017

Poolside accreditation at national events

From 1st April 2017, the ASA is implementing changes when applying for a Poolside Accreditation for ASA National events. These are the same changes, which are also implemented at British Swimming events. To apply log into ASA Membership options https://www.swimmingresults.org/member_options/index.php

All coaches, team managers and chaperones must provide evidence of:

From 1st April 2017

1. **DBS:** valid Disclosure and Barring Service check (DBS)
2. **Minimum Qualification/Requirements (specific to the role):**
 - a. Coaches – Teaching/Coaching Qualification Level 1
 - b. Team Manager – Team Manager Training Module 1 Certificate
 - c. Chaperone – Club authorisation to be acting in loco parentis on behalf of the Club

2018 onwards

3. **Safeguarding Certificate:** in preparation for 2018 requirements, during 2017 all coaches, team managers and chaperones are required to update and record their Safeguarding qualification (wherever awarded) with ASA Memberships Department.

For further details please see <https://www.britishswimming.org/news/general-swimming-news/new-procedure-poolside-accreditation/>

Regional Team Manager Conference

In conjunction with England Programmes, Swim England South East will be running a Team Manager and Coach Conference on Sunday 11th June at Leatherhead Leisure Centre. The day is open to any qualified Team Managers wishing to gain additional information, training and to share good practice. Please see here for a booking form and full agenda;

<http://www.southeastswimming.org/swimming/swimming-coach-and-team-manager-conference-11th-june/>

County Team Managers Conference

On the 4th March there was a county team manager conference for Team managers that will be involved in the county 11 year old camps and other interested Team Managers. For all of the presentations from that day please see here;

<http://www.southeastswimming.org/workforce/team-managers/>

Team Manager Training Courses

Module 1 Local Competitions	10 th May	Windsor Leisure Centre	6.30 - 9.30pm
Module 2	11 th June	Premier Inn, Reading	10am – 3pm

Overnight stays and travelling abroad (Synchro specific) £15			
Module 2 Overnight stays and travelling abroad	14 th June	Stoke Mandeville Stadium	6.30 – 9.30pm
Module 2	13 th September	Windsor Leisure Centre	6.30 – 9.30pm

To book a place please e-mail Bryony.gibbs@swimming.org

Please be aware that if you are planning a trip abroad you require two Team Managers to completed module 2 before applying for your international permit. International permits need to be submitted at least 28 before.

Hot Topic – First Aid

Whilst it is not compulsory that Team Managers are first aid trained. It is advisable where possible. A list of courses run by some of our partners can be found on our volunteer training calendar <http://www.southeastswimming.org/workforce/training-opportunities/> or local courses provided by St John's Ambulance. Team Managers should be carrying a premium rather than basic first aid kit. These are available in stores such as boots. Athletes should carry their own medication and inform the Team Manager.

Risk assessments

Every event away from home pool a risk assessment must be completed and used. Risk assessments should be reviewed and up dated after the event. It is a good idea that these are stored by the club so they are available for others to use as templates. Here is an example from the region <http://www.southeastswimming.org/workforce/team-managers/>

Training Camp Database

We would like to hold a list of Off-Shore camp venues to enable clubs to share feedback. If you have arranged a trip in the last two years or have one planned please e-mail Kristie.jarrett@southeastswimming.org with the below information

- Team Manager Name
- Contact e-mail address
- Venue
- Date of planned camp
- Feedback on past camps

This information can be found on the website under Workforce – Team Managers

Contacts – Regional Club Development Officers

Helen.mack@southeastswimming.org / 07780332279 (Team Manager Training)

Kristie.jarrett@southeastswimming.org /07725201601 (TM Conferences and Update)

ASA Club Development Officer; Rosa Gallop; rosa.gallop@swimming.org/ 07824390075

South East Officer Manager; bryony.gibbs@southeastswimming.org (TM course bookings)



